

Memorandum



Date: June 17, 2011
To: Members of the Public Safety Committee
Subject: Fire Department Executive Assignment, Training and Succession Planning

A significant challenge for any organization is addressing and preparing potential candidates for leadership positions. Dallas Fire Rescue faces this challenge itself. Therefore, over the next eighteen months, Dallas Fire-Rescue will be implementing a succession program of assessment and training for the chiefs positions of Dallas Fire Rescue, including the Chief of DFR. Our goal is to identify members of this department that are ready for these levels of leadership.

This program will include assessment tools, evaluations of strengths and weaknesses, coaching, training, and special project assignments to identify and prepare potential candidates. Details of the process will be provided in late August.

In the meantime, DFR is requesting all chief officers submit resumes and bios.



Eddie Burns, Sr.
Fire Chief

cc: Honorable Mayor and Members of the Dallas City Council
Mary K. Suhm, City Manager
Deborah Watkins, City Secretary
Tom Perkins, City Attorney
Craig Kinton, City Auditor
Victor Lander, Administrative Municipal Judge
Jill A. Jordan, P.E., Assistant City Manager
A.C. Gonzalez, Assistant City Manager
Forest E. Turner, Assistant City Manager
Jeanne Chipperfield, Chief Financial Officer
Helena Stevens-Thompson, Assistant to the City Manager Mayor/City Council Office